

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF  
WARRENTON HELD ON SEPTEMBER 9, 2014

The regular meeting of the Town of Warrenton was held on September 9, 2014 in the Town Council Chambers.

Councilmembers present: Powell L. Duggan, Mayor, presiding, Vice Mayor Sunny Reynolds, Councilmembers Sean M. Polster, Jerry M. Wood, Joan R. Williams, Yakir M. Lubowsky, Robert H. Kravetz and John S. Lewis, Jr.

Also present: Kenneth L. McLawhon, Town Manager, Whitson W. Robinson, Town Attorney and Evelyn J. Weimer, Town Recorder.

The meeting was called to order by Mayor Duggan.

Invocation was given by Councilman John S. Lewis, Jr.

**CITIZENS TIME.**

There were no citizens wishing to speak.

**CONSENT AGENDA.**

- a. Approval of Council minutes of the regular meeting held on August 12, 2014.
- b. Financial statement and staff reports and Board and Commission minutes.
  - (1) Financial statement for period ending August 31, 2014.
  - (2) August statement of accounts paid.
  - (3) Miscellaneous staff reports.
  - (4) Receive minutes of the Planning Commission meeting held on July 15, 2014 and Architectural Review Board meeting held on July 24, 2014.
- c. Consider request of Habitat for Humanity for reimbursement of fees (building permit and water meter) associated with 112, 123 and 125 Flikeid Lane totaling \$624.76.
- d. Receive Real Estate and Personal Property delinquent tax list and approve publication in the newspapers.

On a motion by Mr. Kravetz, seconded by Mr. Lewis, the Consent Agenda was approved on a vote of 7-0 (for: Reynolds, Polster, Wood, Williams, Lubowsky, Kravetz, Lewis; against: none).

## **UNFINISHED BUSINESS.**

Proposed revised budget for fiscal year 2013-2014. Ms. Stephanie Miller, Finance and Human Services Director.

Ms. Stephanie Miller, Director of Finance/Human Resources, came forward and explained that the revised budget resolution dealt with encumbrances and reservations for FY 2014. She stated that the encumbrances are for purchase orders issued in FY 2014 and at the close of the fiscal year the purchase orders must remain open to allow for the delivery of the items or completion of the project. She requested that the amounts be carried forward. The remaining balances of certain unexpended appropriations are kept in reserve for ongoing projects.

On a motion by Mr. Lewis, seconded by Mr. Kravetz, the revised budget for FY 2013-2014 was approved on a vote of 7-0 (for: Reynolds, Polster, Wood, Williams, Lubowsky, Kravetz, Lewis; against: none).

Revised guidelines for events.

Mr. Polster noted that he had presented Mr. Kravetz, Chairman of the Public Safety Committee, a copy of an updated version of the guidelines prior to the meeting. He moved that the matter be moved to the next regular meeting to allow him time to speak with Town staff as well as the balance of the Councilmembers. Mr. Kravetz seconded the motion and Council voted 7-0 for the motion (for: Reynolds, Polster, Wood, Williams, Lubowsky, Kravetz, Lewis; against: none).

## **REPORTS AND COMMUNICATIONS.**

Report from the Center District Supervisor.

Supervisor Granger was not in attendance. Ms. Reynolds noted that she had spoken with him and he had nothing other than the Liaison Committee to update on.

Report from Town Attorney.

67 Waterloo update. Mr. Robinson noted that there would be a site visit next week by a structural engineer. A report should be received soon thereafter. Ms. Reynolds asked how long it would take and the Manager noted that they had indicated it should be within a fortnight once it is looked at. He hoped one would be received by the end of the month.

Mr. Polster noted he thought the item would be on the agenda as "Unfinished business." Mayor Duggan noted that it was difficult to find an engineer to do this particular review and time was needed to give him time to look at it. Mr. Polster asked if the report is back by the next

meeting the item would be on the agenda as “unfinished business.” The Manager indicated it would be.

Report from Finance Committee.

Mr. Lewis, Chairman, noted that a very informative meeting had been held and another would be scheduled soon.

Report from the Public Safety Committee.

Mr. Kravetz noted the committee met on September 3 and highlighted items discussed. Chief Battle gave a report on the latest Police Department Citizen survey, which in most part, were positive comments. There was discussion of the lock box system and there was contact with the Chambers of Commerce and The Partnership to promote the volunteer lock boxes. He noted that Napoleon’s was also discussed. Town versus County funding for the Fire Department was discussed. He stated that the hydrant colors in Town are correct.

Report from the Public Works Committee.

Mr. Lewis called upon the Public Works Director who noted that there is a contractor working on Gay Road and there would be milling and paving Courthouse Square.

Report from the Utilities Committee.

Mr. Lubowsky noted that he had spent some time with former Vice Mayor and Utility Committee Chairman David Norden who briefed him on Town utilities. Mr. Lubowsky noted that there was a Water Resources Summit planned with the County.

Report from Planning District 9 Representative

Mr. Lubowsky noted he attended the last PD-9 meeting and indicated that he would hold off a report until there is something more meaningful to report. He noted that PD-9 had a high regard for Warrenton.

Report from Transportation Committee.

Ms. Reynolds noted that the Committee has not met recently but she was trying to synchronize a meeting date with Mr. Larry Miller, of Fauquier Parks and Recreation, since the Sharrows program would be on the agenda. She indicated she had talked with Mr. Tucker about putting the speed counters on Main Street and he noted that it was done about a year ago and there was no excessive speeding. She stated she had talked with some people about the four parking spots on Third Street, which have become very dangerous.

Report from Recreation Committee.

Mr. Kravetz reported that the Town is moving closer to getting restrooms at Eva Walker Park and the W.A.R.F. fields. Ms. Rice noted that the bids just closed on the Eva Walker Park restrooms and a pre-bid meeting had been held on fields on the upcoming Thursday and the bids close on Friday.

Report from Liaison Committee representative.

Ms. Reynolds noted a good meeting was held and the County is anxious to work with the Town. The library site and economic development subjects were discussed. There was discussion of having a joint effort on the entrances into Town.

Report from the Historic District Planning Committee.

Mr. Lewis noted he had a brief conversation with Ms. Maria Del Rosso and exchanged ideas about the location of the library. He stated that he did not know that the proposed library site on Alexandria Pike was a gateway area coming into Town seemed a natural. She told him that the owners were not going to relinquish the site but going to suggest that the first floor be used for the library and the second for office space. Ms. Reynolds noted she talked with Supervisor Chris Granger about that and apparently the County is going to pay the owner for an architectural drawing of the proposed building. Mayor Duggan noted that there was a meeting with Mr. Fred Austin and Supervisor Peter Schwartz and the spot was discussed. He noted that the library would probably take the first two floors and there were parking issues, such as where a parking structure may be needed near the DMV building. Ms. Reynolds noted that the architect was one that Mrs. Del Rosso had recommended.

Report from the Town Manager.

The Manager noted he had nothing further to report.

Update on Special Task Force.

Mr. Lubowsky stated that he had asked Mr. Polster to join him on the task force and he had agreed. He noted that by the next meeting there would be something more structured to report.

**COUNCILMEMBERS' TIME.**

Mr. Polster stated that before he came on Council he took Town services for granted and did not realize how much Town staff does. He noted that there was a storm and a neighbor had a tree fall in his back yard. Town staff came out and removed the tree. He also noted that the Warrenton Police Department, along with the Warrenton Fire Department and Rescue, saved a elderly lady, via CPR. Mr. Polster said he wanted to thank Town staff.

Mr. Lubowsky thanked Mr. Tucker for storing the "1864 marker" safely and he would be putting the marker up in front of the John Barton Payne building soon for the Heritage Day event.

Ms. Reynolds noted she met with Mr. Miles Friedman a few times and within the next 30 days he would be announcing a couple of new businesses which would be coming to Town. They are working out the lease agreements now.

Mr. Wood noted that he needed to be appointed to committees. He stated that he recalled that there were three phases which in the past had been proposed for Eva Walker Park. He thought that only one phase had been completed. The Town Manager noted that that was not entirely correct and that some of the phases had been combined and did not stay in the master plan sequence of one, two and three. As an example, there was a water feature talked about as a potential element that was never adopted. The bathrooms were one of the long-standing elements and they are coming to fruition. Mr. Tucker reported that two of the three phases would be completed. He stated that the first phase was to install under-drains throughout the Park, trails were installed, stairway up to Horner Street was installed, but the main piece of it was the restrooms.

The Town Manager noted that there was installation and refurbishment of the playground at the front and to the rear of the park. Substantially everything with exception of the water feature was installed.

Mr. Lubowsky stated that it was Mr. Wood's first meeting and welcomed him.

There being no further business, the meeting adjourned.

Evelyn J. Weimer, Town Recorder